



JONATHAN E. FIELDING, M.D., M.P.H.
Director and Health Officer

JOHN F. SCHUNHOFF, Ph.D.
Chief Deputy Director

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BOARD OF SUPERVISORS

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April 17, 2007

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**NOTICE OF GRANT AWARD FOR THE REFUGEE HEALTH
ASSESSMENT PROGRAM**
(All Districts) (4 Votes)

IT IS RECOMMENDED THAT THE BOARD:

1. Approve and instruct the Director of Public Health or his designee to accept a revised augmented Notice of Grant Award (NGA) No. 06-70-9460-1A, Exhibit I, from the California Department of Health Services (CDHS)-Refugee Health Section (RHS) to support the Refugee Health Assessment Program (RHAP), effective February 1, 2007 through September 30, 2007, in the amount of \$384,922.
2. Authorize the Department of Public Health (DPH or Department) to fill five Full Time Equivalent (FTE) positions, consisting of one Nurse Practitioner, one Supervising Clinic Nurse II, one Clinic Nurse II, one Community Worker, and one Immediate Typist Clerk to provide support for the RHAP. These are in excess of what is provided for in the Department's staffing ordinance pursuant to Section 6.06.020 of the County Code, subject to allocation by the Chief Administrative Office (CAO) Classification Unit.
3. Approve the Request for Appropriation Adjustment for \$192,000 for FY 2006-2007. The Appropriation Adjustment will increase Salaries & Employee Benefits (S&EB), which is fully funded by the additional Refugee Health Assessment Program (RHAP) grant award. This will provide the Department of Public Health (DPH) with additional spending authority for FY 2006-2007 to provide an additional 3 months of funding for hiring of staff needed in two refugee clinics

operated by the Department for the purpose of responding to an influx of Iranian refugees expected to arrive in Los Angeles County.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

The Director of the Department of Public Health is requesting approval to accept a revised augmented Notice of Grant Award, for the Refugee Health Assessment Program from CDHS.

The Board's acceptance of the NGA is required by the CDHS for the Department to be reimbursed for providing refugee services. The CDHS-RHS funding under this program offsets the cost of DPH positions responsible for providing monitoring, communicable disease screening, and medical referrals for refugees in Los Angeles County.

The additional funding will provide staff needed in the two refugee clinics operated by the Department for the purpose of responding to an influx of Iranian refugees expected to arrive in Los Angeles County. The CDHS-RHS estimates Los Angeles will receive one-third more refugees in FY 2006-07, an increase of 500 more than the current annual number of (1,000) Iranian refugees per year.

FISCAL IMPACT/FINANCING:

CDHS has allocated Los Angeles County a total of \$1,070,000 in RHAP funds for Federal Fiscal Year (FFY) 2006-07 for providing monitoring, communicable disease screening, and medical referrals for Iranian refugees in Los Angeles County. This amount is included in DPH's Fiscal Year (FY) 2006-07 Adopted Budget.

In January 2007, a revised augmented NGA in the amount of \$384,922 was awarded by CDHS for RHAP to cover unbudgeted expenditures for Federal Fiscal Year (FFY) 2006-07 increasing the award amount from \$1,070,000 to \$1,454,922. This was not part of the original allocation.

The total program cost for RHAP is \$1,607,687 of which \$1,454,922 is offset by NGA funds from the CDHS-RHS with the remaining \$152,765 covered by In-kind County cost, comprised of personnel services for the period February 1, 2006 through September 30, 2007.

The Appropriation Adjustment in the amount of \$192,000 will increase S&EB to provide 3-months additional funding for hiring of staff needed in two refugee clinics operated by the Department for the purpose of responding to an influx of Iranian refugees expected to arrive in Los Angeles County. The remaining 3-month allocation will be included in the Department's final changes budget process for FY 2007-08.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

Since October 1, 1980, the County has received funding from the CDHS to support the RHAP, which provides public and personal health screening to various refugee populations who are newly arriving in the United States. The annual grant awards have been used to offset the cost of staff responsible for assessing, monitoring medical referrals, and providing communicable disease screening to refugees in Los Angeles County.

On February 6, 2007, the Board approved a NGA from CDHS in the amount of \$1,070,000 for RHAP services in addition to in-kind services in the amount of \$152,765 to be provided by Public Health for total program cost of \$1,222,765 for the period of October 1, 2006 through September 30, 2007, and delegated authority to the Director or Public Health, or his designee to accept NGA's for subsequent Federal Fiscal Years (FFY) from CDHS which do not exceed 25% of the base award for each project year, subject to review and approval by County Counsel, Chief Administrative Office and notification to the Board offices.

Subsequently, a revised augmented NGA dated January 25, 2007 was received from CDHS in the amount of \$384,922 for RHAP services for the period of February 1, 2007 through September 30, 2007 (total percentage increase is 36% or 11% above 25% of our delegated authority) increasing the total program cost from \$1,222,765 to \$1,607,687 which requires board approval.

County Counsel has approved the NGA Exhibit I as to form.

Attachments A and B provide additional information. Attachment B is the Grant Management Statement form which the Board instructed all County departments to include in all board letters for grants exceeding \$100,000.

CONTRACTING PROCESS:

It is not appropriate to advertise CDHS grants on the Los Angeles County Online Web Site.

IMPACT ON CURRENT SERVICES (OR PROJECTS):

Approval of the NGA for the RHAP will continue to support and expand the current level of program services at various health clinics throughout the County for FY 2006-07 and subsequent years.

The Honorable Board of Supervisors
April 17, 2007
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When approved, this Department requires four signed copies of the Board's action.

Respectfully submitted,



JEF Jonathan E. Fielding, M.D., M.P.H.
Director and Health Officer

JEF:im
BL#00090

Attachments (4)

c: Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors

SUMMARY OF AGREEMENT

1. TYPE OF SERVICE:

The Refugee Health Assessment Program provides services to meet the public health needs of refugee populations residing in Los Angeles County.

2. AGENCY ADDRESS AND CONTACT PERSON:

California Department of Health Services
Office of County Health Services
Refugee Health Section
P.O. Box 997413, MS 5204
Sacramento, California 95899-7413
Attention: Laura Hardcastle, Section Chief
Contact: Beatrice Avis, Administrative Analyst
Telephone: (916) 319-9478 Facsimile: (916) 552-8260
E-mail address: bavis@dhs.ca.gov

3. TERM OF GRANT AGREEMENT:

The revised augmented Notice of Grant Award is effective February 1, 2007 through September 2007.

4. FINANCIAL INFORMATION:

On February 6, 2007, the Board approved a NGA from CDHS in the amount of \$1,070,000 for RHAP services for the period of October 1, 2006 through September 30, 2007. In January 2007, a revised augmented NGA in the amount of \$384,922 was awarded by CDHS for RHAP to cover unbudgeted expenditures for Federal Fiscal Year (FFY) 2006-07.

The total program cost for RHAP is \$1,607,687 of which \$1,454,922 is offset by NCA funds from the CDHS-RHS with the remaining \$152,765 covered by In-kind County cost, comprised of personnel services for the period February 1, 2006 through September 30, 2007.

Funding for this program is included in DPH's Fiscal Year (FY) 2006-07 Final Budget and will be requested in future fiscal years.

5. GEOGRAPHIC AREA TO BE SERVED:

Countywide.

6. ACCOUNTABLE FOR MONITORING AND EVALUATION:

Annette Nitta, M.D.
Tuberculosis Control Program, Director

7. APPROVALS:

Public Health Programs:	John F. Schunhoff, M.P.H., Chief Deputy Director
Contract Administration:	Gary T. Izumi, Division Chief
County Counsel (approval as to form)	Andrea Ross, Deputy County Counsel

im
3/28/07

Los Angeles County Chief Administrative Office
Grant Management Statement for Grants Exceeding \$100,000

Department: Public Health – Refugee Health Assessment Program

Grant Project Title and Description

Refugee Health Assessment Program

Revised Augmented Notice of Grant Award (NGA) No. 06-70-9460-1A

Funding Agency California Department of Health Services	Program (Fed. Grant #State Bill or Code #) Revised Augmented NGA No. 06-70-9460-1A	Grant Acceptance Deadline
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Total Amount of Grant Funding: \$384,922

County Match Requirements:

Grant Period: FY 2006-07

Begin Date: 2/01/2007

End Date: 09/30/2007

Number of Personnel Hired Under this Grant: 5

Full Time 5

Part Time 0

Obligations Imposed on the County When the Grant Expires

Will all personnel hired for this program be informed this is a grant funded program? Yes ☒ No ☐

Will all personnel hired for this program be placed on temporary "N" items? Yes ☒ No ☐

Is the County obligated to continue this program after the grant expires Yes ☐ No ☒

If the County is not obligated to continue this program after the grant expires, the Department will:

a). Absorb the program cost without reducing other services Yes ☐ No ☒

b). Identify other revenue sources Yes ☐ No ☒

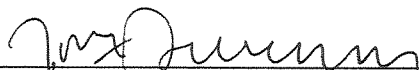
(Describe)

c). Eliminate or reduce, as appropriate, positions/program costs funded by this grant Yes ☒ No ☐

Impact of additional personnel on existing space: None

Other requirements not mentioned above: None

Department Head Signature



Date

April 5, 2007



State of California—Health and Human Services Agency
Department of Health Services



SANDRA SHEWRY
Director

ARNOLD SCHWARZENEGGER
Governor

January 25, 2007

Socorro Kirk, P.H.N.
Refugee Coordinator
Los Angeles County Department of Health Services
Tuberculosis Control Branch
2615 South Grand Avenue, Room 507
Los Angeles, CA 90007

Dear Ms. Kirk:

**REFUGEE HEALTH ASSESSMENT PROGRAM GRANT – NUMBER 06-70-9460-1A
AUGMENTATION AWARD AMOUNT: \$384,922 - FISCAL YEAR 2006-2007**

Your submitted revised Program Objectives Form and Budget Summary and Justification for Los Angeles County's Refugee Health Assessment Program augmentation award of \$384,922 has been approved effective February 1, 2007 through September 30, 2007. Please retain this approval letter and the enclosed copy of the Budget Summary and Justification for your records.

You must reference the above award number on all invoices and correspondence submitted to the California Department of Health Services, Refugee Health Section. If you should have any questions, please contact Beatrice Avis at (916) 319-9478 or at bavis@dhs.ca.gov.

Sincerely,

A handwritten signature in cursive script that reads 'Laura Hardcastle'.

Laura Hardcastle, Chief
Refugee Health Section
Office of County Health Services

Enclosures

cc: See next page

Socorro Kirk, P.H.N.

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January 25, 2007

cc: Annette Nitta, M.D.
TB Control Program Director
County of Los Angeles
2615 S. Grand Avenue, #507
Los Angeles, CA 90007

Stewart McMullen
County of Los Angeles TB Control Program
2615 S. Grand Avenue, #507
Los Angeles, CA 90007

April King-Todd, Nurse Manager
Los Angeles County Department of Health Services
Tuberculosis Control Branch
2615 South Grand Avenue, Room 507
Los Angeles, CA 90007

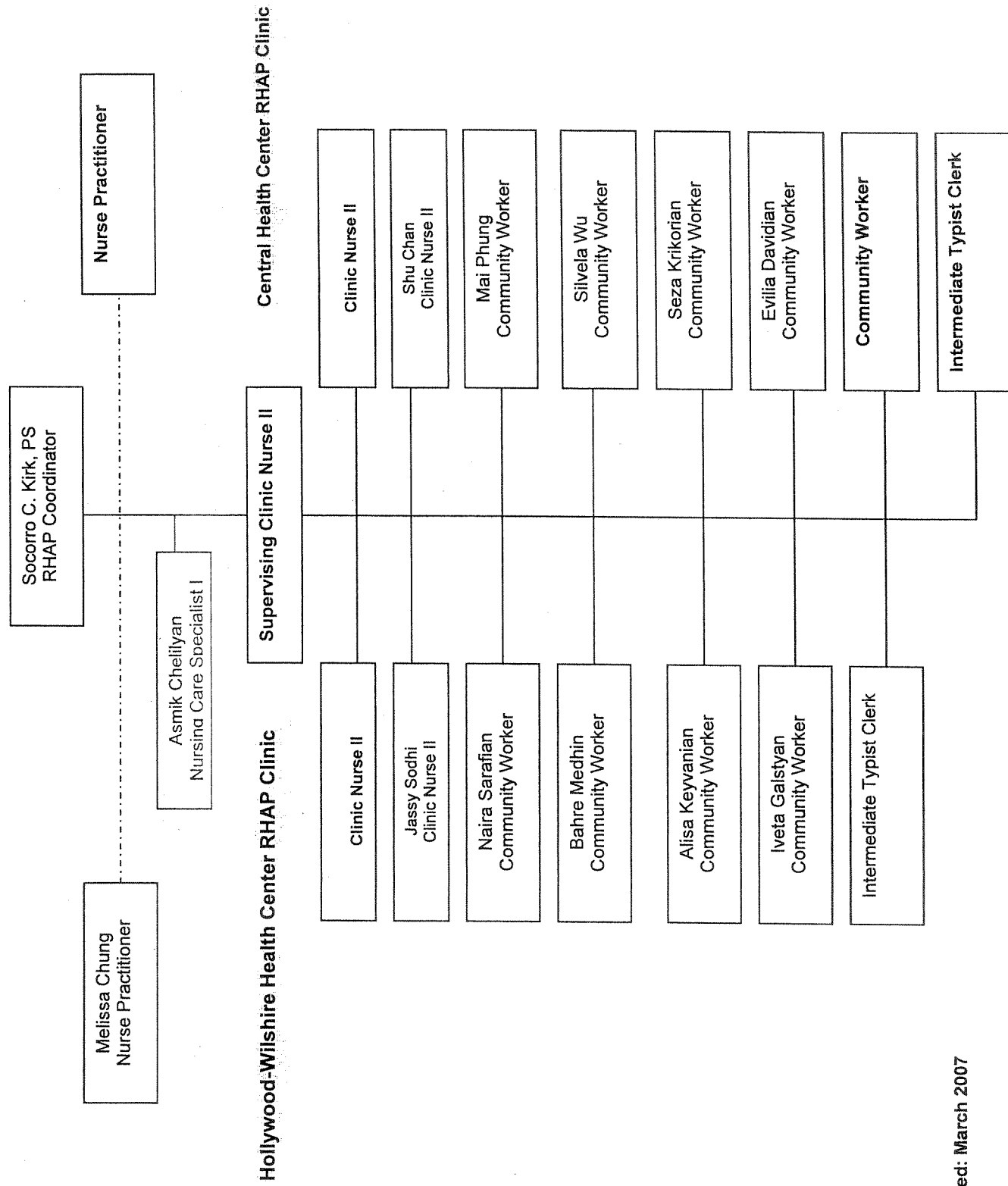
Michael Rodriguez
Assistant Staff Analyst for Health Services
Los Angeles County Department of Health Services
2615 South Grand Avenue, Room 507
Los Angeles, CA 90007

Joan Chang
Nurse Consultant III
California Department of Health Services
Refugee Health Section
MS 5204, P.O. Box 997413
Sacramento, CA 95899-7413

Beatrice Avis
Administrative Analyst
California Department of Health Services
Refugee Health Section
MS 5204, P.O. Box 997413
Sacramento, CA 95899-7413

LOS ANGELES COUNTY - REFUGEE HEALTH ASSESSMENT PROGRAM

Proposed for 2007-2008



California Department of Health Services, Refugee Health Section
Refugee Health Assessment Program

ATTACHMENT D

PROGRAM OBJECTIVES FORM

Grant Number:
Agency Name:

06-70-9460-1
Los Angeles County

Grant Title

10/1/06 - 09/30/07

APPROVED

JAN 15 2007

Target Population Range to Be Served	Program Objectives*	Staff Assigned
3000 refugees, and secondary migrants primarily originating from China, Iran, Armenia, Russia & Ukraine 2900	Objective 1: Through 09/30/2007, ensure that 90% of all officially arriving refugees in <u>Los Angeles County</u> , including identified secondary migrants, are contacted within 30 days of arrival, so they may be scheduled for health assessment services.	CNIIIs, NCSI, CWs, ITCs, PS, SCN
2900	Objective 2: Through 09/30/2007, ensure the start of health assessments to at least 90% of new officially arriving refugees in <u>Los Angeles County</u> , including identified secondary migrants, within 30 days of arrival to California.	CNII, NCSI, CWs, ITCs, PS, NPs, SCN
2100	Objective 3: Through 09/30/2007, assess immunization status 95% of children and adults who have started the health assessment according to the Requirements for Routine Vaccination of Adjustment of Status Applicants.	CNII, NCSI, CWs, ITCs, SCN
2100	Objective 4: Through 09/30/2007, refer 95% of the officially arriving refugees in <u>Los Angeles County</u> including identified secondary migrants, identified as needing further scheduled immunizations.	CNIIIs, NCSI, CW, ITCs, SCN
1500	Objective 5: Through 09/30/2007, refer 90% of the officially arriving refugees in <u>Los Angeles County</u> including identified secondary migrants, for follow-up services for identified clinical findings to primary care, HMO's, private medical doctors, or other health care providers.	CNII, NCSI, CWs, ITCs, SCN

California Department of Health Services, Refugee Health Section
Refugee Health Assessment Program

ATTACHMENT D

PROGRAM OBJECTIVES FORM

Grant Number:

06-70-9460-1

Agency Name:

Los Angeles County

Grant Term:

10/1/06-09/30/07

Target Population Range to Be Served	Program Objectives*	Staff Assigned
1000	Objective 6: Through 09/30/2007, ensure that 95% of arrivals with a positive TST or QFT will be evaluated for TB infection or disease and be classified according to the American Thoracic Society (ATS) guidelines.	CNIIIs, NCSI, CWs, ITC, PS, SCN
850	Objective 7: Through 09/30/2007, ensure that 80 % of officially arriving refugees in Los Angeles County, including identified secondary migrants identified with LTBI are recommended to commence latent tuberculosis infection treatment.	CNIIIs, NCSI, CWs, ITC, PS, SCN
640-Refer to Public Health	Objective 8: Through 09/30/2007, ensure that 75% of arrivals in Los Angeles County commencing LTBI treatment will complete the recommended course of therapy.	NCSI, CWs, ITCs, PS, SCN
2900	Objective 9: Through 09/30/2007, ensure that 95% of arrivals that start the health assessment will complete the public health screening component of the assessment within 90 days.	NCSI, CNIIIs, CWs, ITC, PS, SCN
2400	Objective 10: Through 09/30/2007, ensure that 80% of arrivals who start the health assessment will complete the assessment, including public health screening and physical exam, within 90 days.	NCSI, CNIIIs, CWs, ITCs, PS, NPs, SCN

Key:

CW: Community Worker

CNII: Clinic Nurse II

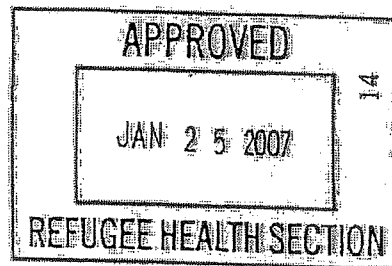
ITC: Intermediate Typist Clerk

NCSI: Nursing Care Specialist I

PS: RHAP Coordinator, Program Specialist

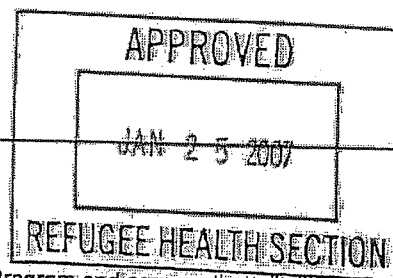
NP: Nurse Practitioner

SCN: Supervisor Clinic Nurse I



REFUGEE HEALTH ASSESSMENT PROGRAM BUDGET JUSTIFICATION

Agency Name: Los Angeles County
Grant Number: 06-70-9460-1
Grant Term: October 1, 2006 to September 30, 2007
Fiscal Year: 2006 - 2007



1. PERSONNEL

Program Specialist, PHN

This position directs and coordinates the Refugee Health Assessment Program and assures that all clinics services are provided in compliance with the Operational guidelines of the CDHS Refugee Health Section and the Federal Office of Refugee Resettlement. This position prepares required reports and budget. This position collaborates with voluntary and other agencies to identify health issues barriers and possible solutions in providing health and other services to the refugee population and reports significant findings to CDHS. This position directly supervises the Nursing Care Specialist and the Supervising Clinic Nurse II. This position functions as the RHAP Coordinator and reports to the TB Control Program Nurse Manager.

\$ 949,407

\$ 90,528

Nurse Practitioner

This position performs physical examinations, formulate diagnoses, and offers appropriate health care referrals and follow-up for refugees. This position functions independently in the care and treatment of patients within the scope of practice as agreed upon and defined by RHAP. This position consults with onsite public health physicians, and other specialized health resources whenever a case falls outside the scope authorized by policies and protocols and consults as needed with a TB Control Program physician. The Refugee Coordinator provides technical guidance on RHAP activities. This position reports to the TB Control Program Nurse Manager who provides direction on nursing practice related issues.

\$ 93,248

Nurse Practitioner - NEW

This position performs physical examinations, formulate diagnoses, and offers appropriate health care referrals and follow-up for refugees. This position functions independently in the care and treatment of patients within the scope of practice as agreed upon and defined by RHAP. This position consults with onsite public health physicians, and other specialized health resources whenever a case falls outside the scope authorized by policies and protocols and as needed with a TB Control physician. The Refugee Coordinator provides technical guidance on RHAP activities. This position reports to the TB Control Program Nurse Manager who provides direction on nursing practice related issues.

\$ 62,378

Supervising Clinic Nurse II - NEW

This position is responsible for providing direct supervision and technical guidance to the Clinic Nurse II and community worker items. This position assists clinic nurses with the abnormal and critical laboratory results, follow up and referrals. This position provides provides health assessment and public screenings as necessary to reduce backlog. This nurse provides back-up during clinic nurse absence and submits reports to the RHAP coordinator. This position reports to the RHAP Coordinator/Program Specialist.

\$ 52,620

Nursing Care Specialist I

This position is responsible for providing technical guidance to the clinic nurses and two intermediate typist clerks. This position assists clinic nurses with the abnormal and critical laboratory results, follow up and referrals. This position provides provides health assessment and public screenings as necessary to reduce backlog. This nurse may provide ERN clinics for those identified with latent TB infection. This nurse provides oversight to the RHAP clinic appointment system and coordinates with CCLA regarding chronic disease referrals according to the MOU. This nurse reviews proper disposition of Class A and B refugee referrals, and may

\$ 76,370

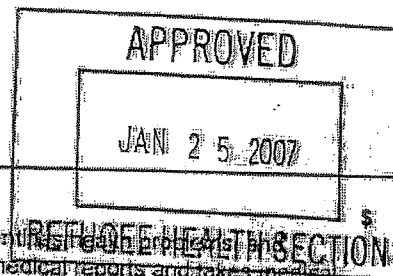
Clinic Nurse II

This position conducts public health screenings and health assessments, identifies health problems, and provides referrals, counseling and education. The nurse reviews overseas medical reports and takes medical and psychosocial histories. This position assesses immunization status and immunizes accordingly, draws blood, applies and reads TB skin tests, and reviews and follows up abnormal and critical laboratory results. This position reports to the Supervising Clinic Nurse II.

\$ 70,747

REFUGEE HEALTH ASSESSMENT PROGRAM BUDGET JUSTIFICATION

Agency Name: Los Angeles County
Grant Number: 06-70-9460-1
Grant Term: October 1, 2006 to September 30, 2007
Fiscal Year: 2006 - 2007



Clinic Nurse II

This position conducts public health screenings and health assessments, identifies health problems, provides referrals, counseling and education. The nurse reviews overseas medical reports and takes medical and psychosocial histories. This position assesses immunization status and immunizes accordingly, draws blood, applies and reads TB skin tests, and reviews and follows up abnormal and critical laboratory results. This position reports to the Supervising Clinic Nurse II.

\$ 69,715

Clinic Nurse II - NEW

This position conducts public health screenings and health assessments, identifies health problems, and provides referrals, counseling and education. The nurse reviews overseas medical reports and takes medical and psychosocial histories. This position assesses immunization status and immunizes accordingly, draws blood, applies and reads TB skin tests, and reviews and follows up abnormal and critical laboratory results. This position reports to the Supervising Clinic Nurse II.

\$ 46,635

Community Worker

These positions perform refugee identification, health history interview, and outreach for health assessment follow-up, health education for tuberculosis screening, and other communicable disease activities. The community workers conduct field visits for the purpose of locating refugees, and facilitates arranging health referral services and transportation to the clinic including follow-up home visits for non-adherent patients. The community workers are bilingual and provide interpretation services for health care providers. This position may assist with class A and B notification reports. These positions report directly to the Supervising Clinic Nurse II.

\$ 304,480

Community Worker - NEW

This positions perform refugee identification, health history interview, and outreach for health assessment follow-up, health education for tuberculosis screening, and other communicable disease activities. The community workers conduct field visits for the purpose of locating refugees, and facilitates arranging health referral services and transportation to the clinic including follow-up home visits for non-adherent patients. The community workers are bilingual and provide interpretation services for health care providers. These positions report directly to Supervising Clinic Nurse II.

\$ 25,460

Intermediate Typist Clerk

This position performs clerical duties that include overseeing the refugee arrival notification forms at the RHAP clinic site, including Class A and B notification reports. This position communicates with VOLAGS to make refugee clinic appointments using the RHAP appointment system, assists with registration process ensuring the refugees meet criteria for health assessment. This item enters data into the Refugee Health Electronic Information System, answers the telephone, photocopies and files refugee health assessment records. This position reports to the Nursing Care Specialist I.

\$ 34,289

Intermediate Typist Clerk - NEW

This position performs clerical duties that include overseeing the refugee arrival notification forms at the RHAP clinic site, including Class A and B notification reports. This position makes refugee clinic appointments and maintains the RHAP appointment system, assists with registration process ensuring the refugees meet criteria for health assessment. This item enters data into the Refugee Health Electronic Information System, answers the telephone, photocopies and files refugee health assessment records. This position reports to the Nursing Care Specialist I.

\$ 22,938

2. FRINGE BENEFITS

Employee Benefits (excluding wage employees)
Calculated at 47.4026% of salaries

\$ 495,703

\$ 474,703

Bilingual Bonus @\$100 X 12 Months X # FTE
Calculated at \$100 X 12 Months X 11 FTE

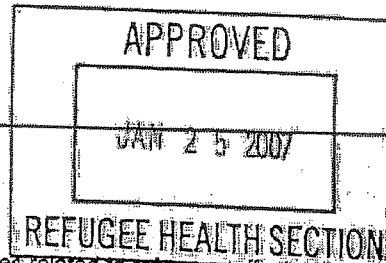
\$ 14,400

Nurse Retention Bonus @\$110 X 12 Months X # FTE
Calculated at \$110 X 12 Months X 5 FTE

\$ 6,600

REFUGEE HEALTH ASSESSMENT PROGRAM BUDGET JUSTIFICATION

Agency Name: Los Angeles County
 Grant Number: 06-70-9460-1
 Grant Term: October 1, 2006 to September 30, 2007
 Fiscal Year: 2006 - 2007



3. OPERATING EXPENSES

Training

These funds will compensate for the costs of training and registration fees related to refugee staff attendance at essential meetings (listed under Travel, below). These funds will also be used to pay annual membership dues for state and local Refugee Health Forums.

\$ 5,900

Office/Medical Supplies

These funds will be used to purchase supplies required for the day-to-day operation of the program such as paper goods, pens, pencils, printer cartridges, computer related supplies, syringes, INH medication, ova & parasite medications and laminating pouches.

\$ 5,000

Cellular Telephones

These funds will be used to provide staff with mobile communications while conducting project related activities.

\$ 800

4. EQUIPMENT

\$ -

5. TRAVEL

These funds will be used for reimbursement of travel expenses for licensed staff to attend the state's annual Refugee Health Meeting, and the California TB Controller's Conference. Additional funding is requested to send one (1) participant to the Medical Interpreter Training: Bridging the Gap in March 2007.

\$ 3,250

6. SUBCONTRACTS

\$ -

7. OTHER COSTS

Transportation - The funds are to reimburse staff for work-related travel and parking expenses. These costs are incurred by the Community Worker and nursing staff to facilitate assessment and to follow-up broken appointments as necessary. The current state mileage rate is \$.485/mile.

\$ 3,302

Mileage: Within Jurisdiction

To compensate for work related automobile travel at current state mileage rate.

\$ 2,502

Parking: Various parking rates

To reimburse for work related automobile parking at various parking lot rates.

\$ 800

TOTAL BUDGET \$ 1,457,562

REFUGEE HEALTH ASSESSMENT PROGRAM BUDGET SUMMARY

Agency Name: Los Angeles County

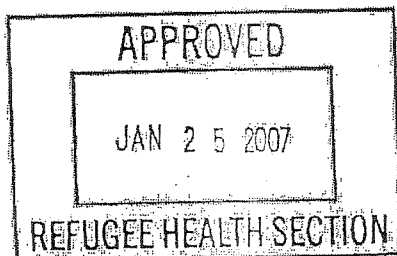
Grant Number: 06-70-9460-1

Grant Term: October 1, 2006 to September 30, 2007

Fiscal Year: 2006 - 2007

COLA
4.00%
2.75%

No.	1. PERSONNEL	Salary Per period/hour	# Period # Hours	Percent Time	Approved Budget	Change (+/-) Period Hours Rate	Change (+/-)	Proposed COLA Budget Revision Nine Month Adj.
1	Program Specialist, PHN	\$ 7,204.35	12	100%	\$ 86,452	12	\$ 4,078	\$ 90,528
1	Nurse Practitioner	\$ 7,420.78	12	100%	\$ 89,049	12	\$ 4,199	\$ 93,248
1	Nurse Practitioner - NEW	\$ 7,420.78	0	100%	\$ -	8	\$ 82,378	\$ 82,378
1	Supervising Clinic Nurse II - NEW	\$ 6,259.91	0	100%	\$ -	8	\$ 52,620	\$ 52,620
1	Nursing Care Specialist I	\$ 6,077.62	12	100%	\$ 72,931	12	\$ 3,438	\$ 76,370
1	Clinic Nurse II	\$ 5,830.12	12	100%	\$ 67,561	12	\$ 3,138	\$ 70,700
1	Clinic Nurse II	\$ 5,547.96	12	100%	\$ 66,576	12	\$ 3,139	\$ 69,715
1	Clinic Nurse II - NEW	\$ 5,547.96	0	100%	\$ -	8	\$ 48,835	\$ 48,835
8	Community Worker	\$ 3,028.85	96	100%	\$ 290,770	96	\$ 13,710	\$ 304,480
1	Community Worker - NEW	\$ 3,028.85	0	100%	\$ -	8	\$ 25,460	\$ 25,460
1	Intermediate Typist Clerk	\$ 2,728.78	12	100%	\$ 32,745	12	\$ 1,544	\$ 34,289
1	Intermediate Typist Clerk - NEW	\$ 2,728.78	0	100%	\$ -	8	\$ 22,938	\$ 22,938
19								
TOTAL PERSONNEL SERVICES					\$ 706,085		\$ 193,380	\$ 949,407
#FTE	2. FRINGE BENEFITS	Rate				Rate - NEW		
19	Employee Benefits (excluding wage employees)	47.4025%			\$ 334,703	50.0000%	\$ 140,001	\$ 474,703
12	Bilingual Bonus @\$100 X 12 Months X # FTE	\$ 100.00	12	12	\$ 14,400		\$ -	\$ 14,400
5	Nurse Retention Bonus @\$110 X 12 Months X # FTE	\$ 110.00	12	5	\$ 6,600		\$ -	\$ 6,600
TOTAL FRINGE BENEFITS					\$ 355,703		\$ 140,001	\$ 495,703
3. OPERATING EXPENSES								
	Training	\$ 150.00	X	0	\$ -		\$ -	\$ -
	Office/Medical Supplies	\$ 5,000.00	X	1	\$ 5,000		\$ -	\$ 5,000
	Cellular Telephones	\$ 300.00	X	3	\$ 900		\$ -	\$ 900
TOTAL OPERATING EXPENSES					\$ 5,900		\$ -	\$ 5,900
4. EQUIPMENT								
					\$ -		\$ -	\$ -
5. TRAVEL								
	California TB Controller's Conference	\$ 150.00	1	\$ 150	\$ 150		\$ -	\$ 150
	Annual California Refugee Health Meeting	\$ 500.00	3	\$ 1,500	\$ 1,500		\$ -	\$ 1,500
	Other Refugee Health Program Meetings	\$ 1,600.00	1	\$ 1,600	\$ -		\$ 1,600	\$ 1,600
TOTAL TRAVEL					\$ 1,650		\$ 1,600	\$ 3,250
6. SUBCONTRACTS								
					\$ -		\$ -	\$ -
7. OTHER COSTS								
	Mileage: Within Jurisdiction	\$ 0.485	5,159	\$ 2,502	\$ 2,502		\$ -	\$ 2,502
	Parking: Various parking rates	Various		\$ 800	\$ 800		\$ -	\$ 800
TOTAL OTHER COSTS					\$ 3,302		\$ -	\$ 3,302
TOTAL BUDGET					\$ 1,072,640		\$ 384,922	\$ 1,457,562



REFUGEE HEALTH ASSESSMENT PROGRAM IN-KIND SUPPORT (14%)

Agency Name: Los Angeles County

Grant Number: 06-70-9460-1

Grant Term: October 1, 2006 to September 30, 2007

Fiscal Year: 2006 - 2007

In-Kind Support	Percent of Time	Estimated Amount
1. PERSONNEL		
Chief Physician - TBC-administration	10%	\$ 10,800
Physician Specialists - TBC	5%	\$ 5,200
Physician Specialists - Public Health-NP consultation	10%	\$ 10,400
Nurse Manager - TBC	20%	\$ 19,752
Program Specialist - TBC-vacation coverage	5%	\$ 4,938
Information Systems Analyst II - TBC	7%	\$ 4,459
Health Education Assistant - TBC-No direct pt. care	15%	\$ 6,291
Health Education Assistant - Refugee clinic	100%	\$ 41,943
Senior Public Health Advisor	15%	\$ 15,899
Assistant Staff Analyst	35%	\$ 24,176
Student Professional Worker	30%	\$ 4,892
Procurement Assistant I	10%	\$ 4,015
TOTAL ESTIMATED IN-KIND SUPPORT		\$ 152,765

APPROVED

JAN 25 2007

REFUGEE HEALTH SECTION

STAFFING ROSTER

PROJECT NAME:

REFUGEE HEALTH ASSESSMENT PROGRAM -

March 5, 2007

UNIT CODE

BELINDA SNGUON
FINANCIAL MANAGEMENT

FUND/ORG NO.

GRANT PERIOD: 10/01/06- 09/30/07

23534

Additional Funding : 02/0107-09/30/07

HMMS CODE

PHONE NO: (213) 744-6197

REHA

SSU CODE

FAX NO: (213) 743-4864

PHPDC

PENDING REQUEST FOR POSITION ALLOCATION

AS OF February 16, 2007

AR O.	(2) FUND ORG. NO.	(3) BORROWED BUDGET ITEM TITLE	(4) REQUESTED BUDGET ITEM TITLE (Per Item Control)	(5) BUDGET ITEM NO.	(6) EMPLOYEE NO.	(7) EMPLOYEE NAME	(8) EMPLOYEE ITEM NO.	(9) % OF TIME	(10) PROJECTED DATE		(12) STATUS CODE
									HIRING	TERMINATION	
B-06-22	23534	Public Health Nursing Supervisor	Supervising Clinic Nurse II	5329		VACANT		100%			recruiting
B-06-23	23536	Public Health Nurse	Clinic Nurse II	5328		VACANT		100%			recruiting
3-06-24	23536	Senior Typist Clerk	Intermediate Typist Clerk	2214		VACANT		100%			recruiting
3-06-25	23534	Public Health Nurse	Nurse Practitioner	5121		VACANT		100%			recruiting
3-06-26	23532	Intermediate Stenographer	Community Worker	8103		VACANT		100%			recruiting
	23532	Intermediate Typist Clerk	Intermediate Typist Clerk	2214	521200	Collins Diane	2214N	100%	Feb, 7-07		

COUNTY OF LOS ANGELES
REQUEST FOR APPROPRIATION ADJUSTMENT

DEPT'S.
No.DEPARTMENT OF PUBLIC HEALTH04/05/07 XS**AUDITOR-CONTROLLER.**

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR**FISCAL YEAR 2006/07****4-VOTE****SOURCES:**

Department of Public
A01-HS-8831-23450
State Other \$ 192,000
Increase Revenue

Total \$ 192,000
=====

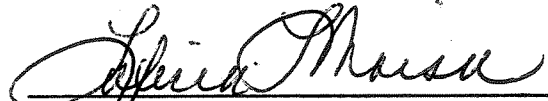
USES:

Department of Public Health
A01-HS-1000-23450
Salaries & Employee Benefits \$ 192,000
Increase Appropriation

Total \$ 192,000
=====

JUSTIFICATION

This appropriation adjustment is requested to provide an additional 3 months of funding for hiring of staff needed in two refugee clinics operated by the Department for the purpose of responding to an influx of Iranian refugees expected to arrive in Los Angeles County. This appropriation increase is fully funded by the additional Refugee Health Assessment Program (RHAP) grant award of \$384,922. There is no impact on net County cost.



Leticia Moisa, Acting Finance Manager

CHIEF ADMINISTRATIVE OFFICER'S REPORTREFERRED TO THE CHIEF
ADMINISTRATIVE OFFICER FOR—**ACTION****RECOMMENDATION****AUDITOR-CONTROLLER BY**

No. _____

19

APPROVED AS REQUESTED**AS REVISED**

19

CHIEF ADMINISTRATIVE OFFICER

**APPROVED (AS REVISED):
BOARD OF SUPERVISORS**

19

BY

DEPUTY COUNTY CLERK

SEND 5 COPIES TO THE AUDITOR-CONTROLLER